

RANGE OFFICER

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, an incumbent operates and maintains the various firing ranges at the Sportsmans' Center, on a seasonal basis. An incumbent is responsible for the control and maintenance of the assigned firing range. This position involves supervision over shooters at the ranges, and responsibility for the policing of the range area. Positive policies and firearms safety precautions are strictly adhered to. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises shooters at the range;

Inspects weapons and ammunition;

Assigns individuals to targets;

Gives commands for firing;

Certifies individual shooters for use of range;

Supervises, directs and participates in the policing-up of range;

Reports all infractions of rules and regulations;

Makes reports on certifications, maintenance and operations;

Assists in establishing safety regulations;

Teaches the handling and care of firearms and equipment;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the care and handling of firearms, sporting and shooting equipment; good knowledge of range and safety procedures; ability to teach the fundamentals of shooting; good judgment; ability to effectively use computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; initiative; good moral character; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Successful completion of one or more of the following certifications: National Rifle Association (N.R.A.) Marksmanship Instructor, N.R.A. Range Safety Officer, N.R.A. Shooting Coach or New York State Department of Environmental Conservation Hunter Safety Instructor for Guns; and 60 hours (which may have been gained as part of the above certification requirements) of supervised paid or volunteer teaching experience in the care and handling of firearms, and shooting equipment.

West. Co.

J. C.: Non-Competitive†
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1

Job Class Code: C0842,
H0227

Job Group: V